

WEST VIRGINIA

Website: www.wvsos.org/elections

Link to state election website is also available through FVAP website at www.fvap.gov

Absentee Voting Guide

FOR UNIFORMED SERVICES AND U.S. CITIZENS OVERSEAS

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WEST VIRGINIA

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

FEDERAL POST CARD APPLICATION

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REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)	
1. I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM (mark only one):	
<input type="checkbox"/> (a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT	
<input type="checkbox"/> (b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY	
<input type="checkbox"/> (c) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY	
2. MY INFORMATION (Required)	
a. TYPED OR PRINTED NAME (Last, First, Middle)	
SUFFIX (Jr., Sr., III, etc.)	
b. PREVIOUS NAME (if applicable)	
c. SEX	d. RACE
<input type="checkbox"/> M <input type="checkbox"/> F	e. DATE OF BIRTH
f. SOCIAL SECURITY NUMBER	
g. STATE DRIVER'S LICENSE OR I.D. NUMBER	
h. TELEPHONE NUMBER (No DSN number; include all international prefixes)	
i. FAX NUMBER (No DSN number; include all international prefixes)	
j. EMAIL ADDRESS	
3. MY VOTING RESIDENCE ADDRESS (For military, use legal residence. For overseas citizens, use last legal residence in U.S.) (Required)	
a. NUMBER AND STREET (Cannot be a P.O. Box)	
b. CITY, TOWN OR VILLAGE	
c. COUNTY	
d. STATE	
e. ZIP CODE	
4. WHERE TO SEND MY VOTING MATERIALS	
a. MY CURRENT ADDRESS (Where I live now) (Required)	
b. MY FORWARDING ADDRESS (Complete 4.b. only if you do not want your ballot mailed to the address in Block 4.a.)	
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STATE, BY:	
<input checked="" type="checkbox"/> MAIL <input type="checkbox"/> FAX <input type="checkbox"/> EMAIL	
5. MY POLITICAL PARTY PREFERENCE (Optional, but may be required by states to register to vote in primary elections):	
6. ADDITIONAL INFORMATION (Designate the period for which you want to receive ballots — see instructions for Block 6 paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.)	
7. AFFIRMATION (required)	
I swear or affirm, under penalty of perjury, that:	
1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and	
2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and	
3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and	
4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and	
5. My signature and date below indicate when I completed this document, and	
6. The information on this form is true and complete to the best of my knowledge.	
I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.	
Signed: _____ Date: _____	
(Witness/Notary and address (if required)) _____	

Circled letters on the form above correspond to the instructions on the following page. **You must complete all shaded areas.**

I. APPLICATION INSTRUCTIONS FOR FPCA

A Your West Virginia Driver's License or the last four digits of your Social Security number is required for voter registration. If you do not possess either of these identifications, the State shall assign a number that will serve to identify you for voter registration purposes.

B Provide the complete street address of your West Virginia voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Block 6. For example: "2 miles up Low Gap Creek from Highway 11." This address must be different from the one provided in Block 4 and must be within the county or township where you claim legal voting residence.

C Print the complete address where you want your ballot sent — usually your current mailing address. The address used must be out of the county of your residence (Block 3).

D This form acts as a request for a mailed absentee ballot only. West Virginia does not allow you to receive or return the absentee ballot electronically. See Section II.E or III.E.

E *If you do not list a party affiliation, you will vote a nonpartisan ballot in primary elections.* You must indicate your political party affiliation when applying for a primary ballot (Example: Democrat, Republican) or write "none" in Block 5 of the FPCA. (Since 1988, the Republican Party has allowed "no party affiliation voters" to vote in its primary election by requesting a Republican ballot. The Democratic Party allows only registered Democrats to vote in its primary election.) Political party affiliation is not required if only requesting absentee ballots for general elections. If you are currently registered and want to change your political party affiliation or you have previously declined to indicate a political party and you now want to vote in a partisan primary election, you must submit a completed FPCA which includes your new political party affiliation to the local election official not later than 21 days before the election.

F Sign and date the FPCA. When signing, you are swearing or affirming that the information is true and correct.

II. UNIFORMED SERVICES

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of West Virginia and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration. Persons

who are not West Virginia residents are not eligible as a result of their spouses' residence.

B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2 of this *Guide*).

To register to vote, send a completed FPCA to the Clerk of the County Commission so that it is received not later than the 21st day before the election.

If you are already registered to vote and only wish to request an absentee ballot, send a completed FPCA so that it arrives not earlier than January 1st or 84 days before the election (whichever is earlier) and not later than the sixth day before the election.

C. Casting Your Vote

Ballot Return Deadline: Your ballot will be counted if it is received through the mail before the start of canvassing which occurs on the Friday following a primary and 5 days after a general or special election (Sundays excepted.)

The clerk mails out absentee ballots beginning 42 days before an election.

You may also use the **Federal Write-In Absentee Ballot**. See instructions in Section II.F.

D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

E. Electronic Transmission of FPCAs and Ballots

- West Virginia allows you to send the FPCA for absentee ballot by fax. If you are registering to vote, the original form must also be mailed.
- West Virginia does not allow you to receive the blank ballot by fax.
- West Virginia does not allow you to return the voted ballot by fax.

Please refer to Appendix B for specific instructions when transmitting election materials electronically. *Use the following numbers:*

DSN 223-5527
(703) 693-5527

1-800-368-8683

(from U.S., Canada, Guam, Puerto Rico, Virgin Islands only)

International toll-free fax numbers

(See inside back cover)

F. Federal Write-In Absentee Ballot

If you are outside the U.S. and have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot (FWAB, SF 186).

West Virginia has expanded the use of the FWAB. The instructions described in Chapter 2 of this *Guide* remain the same, except that West Virginia also allows the FWAB to be used in all Federal, state and local elections.

Use the FWAB only in accordance with the instructions described in Chapter 2 and only in those elections mentioned above. Otherwise, your ballot will not be counted.

Instructions continue in Section IV: Uniformed Services & Civilians Outside U.S.

III. CIVILIANS OUTSIDE U.S.

A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of West Virginia and overseas electors. The term “overseas elector” means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in West Virginia. Persons who are not West Virginia residents are not eligible as a result of their spouses’ residence.

- residents of West Virginia temporarily residing outside the U.S. (for local, state and Federal office ballots)
- overseas electors

B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2 of this *Guide*).

To register to vote, send a completed FPCA to the Clerk of the County Commission so that it has a U.S. postmark date not later than the 21st day before the election.

If you are already registered to vote and only wish to request an absentee ballot, send a completed FPCA so that it arrives not earlier than January 1st or 84 days before the election (whichever is earlier) and not later than the sixth day before the election.

C. Casting Your Vote

Ballot Return Deadline: Your ballot will be counted if it is received through the mail before the start of canvassing which occurs on the Friday following a primary and 5 days after a general or special election (Sundays excepted.)

The clerk mails out absentee ballots beginning 42 days before an election.

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No registration or voting materials are notarized or witnessed.

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- West Virginia allows you to send the FPCA for absentee ballot by fax. If you are registering to vote, the original form must also be mailed.
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F. Federal Write-In Absentee Ballot

If you have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot (FWAB, SF 186).

West Virginia has expanded the use of the FWAB. The instructions described in Chapter 2 of this *Guide* remain the same, except that West Virginia also allows the FWAB to be used in all Federal, state and local elections.

Use the FWAB only in accordance with the instructions described in Chapter 2 of this *Guide* and only in those elections mentioned above. Otherwise, your ballot will not be counted.

Instructions continue in Section IV: Uniformed Services & Civilians Outside U.S.

IV. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

A. Bars to Registration and Voting

Persons convicted of a felony, treason or election bribery and persons found of unsound mind may not vote.

B. Cancellation of Registration

If a voter does not respond to a confirmation notice, the voter is identified as inactive. If a voter does not vote or otherwise update registration after two general elections following notice, registration is canceled.

C. Action on Registration Requests

A registration receipt is sent. Incomplete applications are returned.

D. Action If Registration Is Denied

Persons denied registration may appeal to the county commission. Consult a legal assistance officer or civilian counsel. Upon denial of your voter registration application or absentee ballot request, West Virginia shall provide you with the reason(s) for the rejection.

E. Voting By Citizens Who Have Never Lived in the U.S.

A U.S. citizen who was born abroad and who is eligible to vote and who has never lived in the U.S. may register and vote in the county where either parent would be eligible to register and vote.

F. Where To Send It

If you are registering and/or applying for an absentee ballot, mail the FPCA to the **Clerk of the County Commission**, county of voting residence, as listed below:

County	County Seat	Zip Code
Barbour	Clerk of the County Commission 8 North Mail Street Philippi, WV	26416-1154
Berkeley	Clerk of the County Commission 100 West King Street Martinsburg, WV	25401-3210
Boone	Clerk of the County Commission 200 State Street Madison, WV	25130-1189
Braxton	Clerk of the County Commission 300 Main Street Sutton, WV	26601-1313
Brooke	Clerk of the County Commission 632 Main Street Wellsburg, WV	26070-0474
Cabell	Clerk of the County Commission 750 5th Avenue, Suite 300 Huntington, WV	25701-0545
Calhoun	Clerk of the County Commission PO Box 230 Grantsville, WV	26147-0266
Clay	Clerk of the County Commission PO Box 196 Clay, WV	25043-0129
Doddridge	Clerk of the County Commission 118 E. Court Street, Room 102 West Union, WV	26456-1297
Fayette	Clerk of the County Commission PO Box 569 Fayetteville, WV	25840-1517
Gilmer	Clerk of the County Commission 10 Howard Street Glennville, WV	26351-1246
Grant	Clerk of the County Commission 5 Highland Avenue Petersburg, WV	26847-1795

County	County Seat	Zip Code
Greenbrier	Clerk of the County Commission 200 North Court Street Lewisburg, WV	24901-0751
Hampshire	Clerk of the County Commission 66 N. High Street Romney, WV	26757-1696
Hancock	Clerk of the County Commission PO Box 367 New Cumberland, WV	26047-0428
Hardy	Clerk of the County Commission 204 Washington Street Moorefield, WV	26836-1155
Harrison	Clerk of the County Commission 301 W. Main Street Clarksburg, WV	26301-2967
Jackson	Clerk of the County Commission PO Box 800 Ripley, WV	25271-0427
Jefferson	Clerk of the County Commission PO Box 208 Charles Town, WV	25414-1072
Kanawha	Clerk of the County Commission 407 Virginia Street, East Charleston, WV	25301-2500
Lewis	Clerk of the County Commission PO Box 466 Weston, WV	26452-0069
Lincoln	Clerk of the County Commission PO Box 497 Hamlin, WV	25523-1419
Logan	Clerk of the County Commission 300 Stratton Street Logan, WV	25601-3939
Marion	Clerk of the County Commission PO Box 1267 Fairmont, WV	26554-1269
Marshall	Clerk of the County Commission PO Box 459 Moundsville, WV	26041-2129
Mason	Clerk of the County Commission 200 6th Street Point Pleasant, WV	25550-1131
McDowell	Clerk of the County Commission 90 Wyoming Street, Suite 109 Welch, WV	24801-0400
Mercer	Clerk of the County Commission 1501 West Main Street Princeton, WV	24740-2626
Mineral	Clerk of the County Commission 150 Armstrong Street Keyser, WV	26726-3597
Mingo	Clerk of the County Commission PO Box 1197 Williamson, WV	25661-0435
Monongalia	Clerk of the County Commission 243 High Street Morgantown, WV	26505-5427
Monroe	Clerk of the County Commission PO Box 350 Union, WV	24983-0350
Morgan	Clerk of the County Commission 83 Fairfax Street Berkeley Springs, WV	25411-1501
Nicholas	Clerk of the County Commission 700 Main Street, Suite 2 Summersville, WV	26651-1489
Ohio	Clerk of the County Commission 1500 Chapline Street Wheeling, WV	26003-3592
Pendleton	Clerk of the County Commission PO Box 1167 Franklin, WV	26807-0089
Pleasants	Clerk of the County Commission 301 Court Lane St. Marys, WV	26170-1317
Pocahontas	Clerk of the County Commission 900-C 10th Avenue Marlinton, WV	24954-1394

County	County Seat	Zip Code
Preston	Clerk of the County Commission 101 W. Main Street, Room 201 Kingwood, WV	26537-1121
Putnam	Clerk of the County Commission 3389 Winfield Road Winfield, WV	25213-0358
Raleigh	Clerk of the County Commission 215 Main Street Beckley, WV	25802-4688
Randolph	Clerk of the County Commission PO Box 368 Elkins, WV	26241-4099
Ritchie	Clerk of the County Commission 115 E. Main Street Harrisville, WV	26362-1271
Roane	Clerk of the County Commission PO Box 69 Spencer, WV	25276-0122
Summers	Clerk of the County Commission 120 Ballengee Street Hinton, WV	25951-1058
Taylor	Clerk of the County Commission 214 W. Main Street Grafton, WV	26354-1387
Tucker	Clerk of the County Commission 215 First Street Parsons, WV	26287-1235
Tyler	Clerk of the County Commission PO Box 66 Middlebourne, WV	26149-0008
Upshur	Clerk of the County Commission 38 W. Main Street Buckhannon, WV	26201-2259
Wayne	Clerk of the County Commission PO Box 248 Wayne, WV	25570-0038
Webster	Clerk of the County Commission 2 Court Square Webster Springs, WV	26288-1095
Wetzel	Clerk of the County Commission PO Box 156 New Martinsville, WV	26155-0263
Wirt	Clerk of the County Commission PO Box 53 Elizabeth, WV	26143-0465
Wood	Clerk of the County Commission #1 Court Square Parkersburg, WV	26101-5353
Wyoming	Clerk of the County Commission PO Drawer 309 Pineville, WV	24874-9802

Vote. Freedom Isn't Free

by Enrique H. Reid